



Community Garden Submission Questionnaire

A municipality can earn 10 points for supporting an active community garden in which all members of the community can participate. Additional points can be earned if the garden policies require all members to practice environmentally friendly gardening practices (5 points) and garden leadership coordinates efforts to donate some of the garden produce to local food pantries or other food distribution efforts.

The submission questionnaire is broken into three sections reflective of these options. **At a minimum, completion of the community garden section is required and this form must be uploaded to your action submission.**

To view a sample of a completed questionnaire, click [here](#).

Reminder: The garden **must be operational in the year the municipality is applying for certification**. For example, if a municipality is applying for certification in 2020, but only provides information about the garden in 2019, it will not qualify. This action is specifically for a community garden. A school garden will only be eligible for points if the municipality demonstrates meaningful support and ongoing involvement in the garden as outlined in the [action description](#).

Timestamp	11/3/2020 19:12:15
Email address	Missionskate@hotmail.com
First Name	Keven
Last Name	Porter
Phone Number	973-477-9914
Community Garden Name	Rabbit Hole Farm Newark
Community Garden Street Address	36-38 Rose Terrace
Community Garden City	Newark

I. COMMUNITY GARDEN INFORMATION (10 POINTS) - REQUIRED

In what year did your garden open?	2013
Who owns the property on which the garden is located?	The municipality (The City of Newark)
Please describe how the municipality was involved in planning and construction of the community garden.	The city leases the land to us through the Adopt-a-lot program
Who is responsible for the ongoing management of the community garden	Keven Porter and Arelis Herbandez



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Please describe how the municipality was involved in ongoing operation of the garden. This can include maintaining the property around the individual garden plots, providing utilities to site, municipal representation on the organization's board, etc.	Newark Fire Dept delivers water sometimes. Our Mayor has scheduled PR events 3x at our farm location. Also our Mayor planted 2 peach trees in 2017.
What type of garden is it?	One family growing their own food and medicine
Please list the municipal departments, non-profit organization and other community organizations or groups involved with the garden and the role they play in the operation and maintenance of the garden.	Jersey Cares providing volunteers, Newark Science and Sustainability and Urban Agriculture providing guidance and support, Whole Cities Foundation provided a grant.
Please choose at least two samples of community garden communications pieces from the list below to upload.	<ol style="list-style-type: none"> 1. Social media post/page (only one allowed) (see below) Instagram screenshot from 11/9/2020 2. Website Link (see Facebook link)
If you have a website please add the URL below:	
If you have a facebook page please add the URL below:	https://www.facebook.com/RabbitHoleFarmNewark/

II. ENVIRONMENTALLY FRIENDLY GARDENING (5 POINTS)

Please describe the community gardens environmentally friendly gardening policies.	Composting, rain water collection, recycling, no use of chemicals
How are these policies communicated to potential and active members of the community garden?	Participants are informed verbally
How are the policies enforced?	By doing it
Please identify at least two samples of community garden communications pieces that highlight the environmentally friendly gardening policies from the list below. The samples should be from the current year.	

III. PRODUCE DONATION (5 POINTS)

Information for this section of the form can be supplied for the current or previous growing season.



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How is the produce to be donated collected?	Collected by hand as produces are ready for harvest.
Where is the produce donated and how often?	Produce are donated to family and friends on a weekly basis.
Approximately how much community garden produce is donated to a local food bank or food distribution program on an annual basis?	We donate approximately 60 pounds of produce to family and friends.
Please upload a letter, copy of email, or other communications that acknowledges the local food bank's or other food distribution program's receipt of the Community Garden's donations.	

SAMPLE - INSTAGRAM

